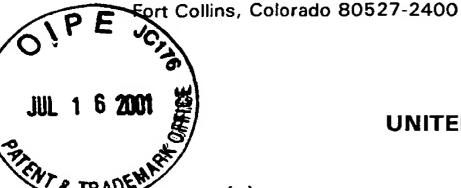
HEWLETT-PACKARD COMPANY Intellectual Property Administration P. O. Box 272400







IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

nventor(s):

Lakshmi Kutty CHEENIYIL, et al

Confirmation No.: 2741

Application No.:09/839,003

Examiner:

Filing Date:

Apr 20, 2001

Group Art Unit:

Title:

System And Method For Managing A Workflow Process

Box MISSING PARTS COMMISSIONER FOR PATENTS Washington, D.C. 20231

TRANSMITTAL LETTER FOR SUBMITTAL OF MISSING PARTS

Sir:

This is in response to a Notice to File Missing Parts of Application under 37 CFR 1.53(f) mailed on Jun 14, 2001 Enclosed is a copy of said Notice and the following documents and fees to complete the filing requirements of the above-identified application. (X) Executed Declaration and Power of Attorney. The above-identified application is the same application which the inventor executed by signing the enclosed declaration. () Utility \$710.00 () Design \$320.00 () Statutory basic filing fee

Additional claim fees of \$

(X) Missing Parts Surcharge \$130.00

A Petition for Extension of Time for reply to Notice of Missing Parts is attached.

\$110.00 one month two months \$390.00 \$890.00 three months

four months \$1390.00

Please charge to Deposit Account 08-2025 the sum of \$130.00 . At any time during the pendency of this application, please charge any fees required or credit any overpayment to Deposit Account 08-2025 pursuant to 37 CFR 1.25.

(X) A duplicate copy of this transmittal letter is enclosed.

Respectfully submitted,

Edward Maker II

Lakshmi Kutty CHEENIYIL, et al

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Commissioner for Patents, Washington, D.C. 20231.

Date of Deposit: AUU/O. 200/
Typed Name: Alba P. Esc bar
Signature: Manual Manu

Attorney/Agent for Applicant(s) Reg. No. 26762

Date: 10 July 2001

Telephone No.: (650) 857-5143



United States Patent and Trademark Office

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www.uspto.gov

APPLICATION NUMBER

FILING/RECEIPT DATE

FIRST NAMED APPLICANT

ATTORNEY DOCKET NUMBER

09/839,003

04/20/2001

Lakshmi Kutty Cheeniyil

70006400-1

CONFIRMATION NO. 2741

FORMALITIES LETTER

OC000000006180877

HEWLETT-PACKARD COMPANY Intellectual Property Administration P.O. Box 272400 Fort Collins, CO 80527-2400

Date Mailed: 06/14/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

07/19/2001 HTECKLU1 000000;	36 082025	09839003
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A copy of this notice <u>MUST</u> be returned with the reply.

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Initial Patent Examination Division (703) 308-1202
PART 2 - COPY TO BE RETURNED WITH RESPONSE